

MD

14 July 1950

MEMORANDUM FOR: MANAGEMENT OFFICER

INFO: Assistant Directors
Chief I&SS
Chief COAPS
Chief SSS

FROM: Assistant Director, OCD

SUBJECT: Transfer of administrative machine records
support from OCD to SSS

REFERENCE: A. Management Officer's memo dated 10 July 1950,
subject "Realignment of certain Agency func-
tions".
B. Management Officer's memo to Acting Executive
dated 3 July 1950, included as an enclosure
to Reference A.
C. Draft dated 3 July 1950 by Management Officer,
included as an enclosure to Reference A.

1. Paragraph 1(g) of Reference A, and paragraph 5 of Reference
B, propose that Special Support Staff take over from OCD the job of
providing IBM machine support for all of the Agency's administrative
operations.

2. OCD concurs in this proposal.

3. The several other proposals set forth in the referenced papers
have no connection with this one and will be commented upon by separate
memorandum.

[Redacted Signature]

JAMES M. ANDREWS

25X1

25X1

SECRET